



APPROVED 05/19/2021

**Reach Cyber Charter School
MINUTES OF THE BOARD OF DIRECTORS MEETING**

Wednesday, April 21, 2021 at 9:00 a.m.

Meeting Location:

750 East Park Drive, Suite 204
Harrisburg, PA 17111

-And via teleconference-

1(800) 747-5150; Code 703-4511#

I. Call to Order and Roll Call

Mr. Taylor called the meeting to order at 9:04 a.m. when all participants were present and able to hear each other. The meeting was open to the public in person at the school, and held via teleconference.

Board Members Present: David Taylor, Dave Biondo, Paul Donecker, Joe Harford, Gail Hawkins Bush and Alex Schuh (all via phone);

Guests: Jane Swan, School Executive Director, Karen Yeselavage, Greg McCurdy, J.D. Smith, Kelly McConnell, LeeAnn Ritchie and Andy Gribbin (in person at the school, following COVID-19 social distancing protocols); Pat Hennessey, Board Counsel; Corey Groff, Stephanie Bost, Rachel Parker, Scott Stuccio, Alicia Swope, Devin Meza-Rushanan, Cody Smith, Erica Carroll and Dan Latislaw, School Staff; Kevin Corcoran, Charter Choices, Financial Consultant; Laura Johnson, Melissa Brown, Robin Pearson, Emily Lee and Megann Arthur, Online and Blended Learning (OBL) staff (via phone).

II. Public Comment

There were no public comments made at this time.

III. Routine Business

a. Approval of Agenda

Mr. Taylor asked the Board to review the agenda distributed prior to the meeting. There being no changes noted, a motion was made and seconded as follows:

RESOLVED, that the Agenda for the April 21, 2021 Meeting of the Reach Cyber Charter School Board of Directors, as presented, is hereby approved.

The motion passed unanimously.

IV. Oral Reports

a. School Leader's Report

Ms. Swan highlighted specific data points within the Monthly School Report, as included in the Board meeting materials.

i. Senate Education Hearing Update

Ms. Swan updated the Board on testimony she provided at the recent Senate Education Hearing, as included in the Board meeting materials. She additionally highlighted parent and student stories that were part of the hearing.

Mr. Taylor provided an update on recent meetings with several Education Committee Chairs.

ii. Enrollment and Staffing Update

Ms. Swan provided the Board with an update on enrollment and staffing levels at the school.

iii. State Testing Update

Ms. Swan provided the Board with an update on the preparations for state testing. Ms. Swan advised the Board that state testing will take place between May 10, 2021 and May 14, 2021. Board members discussed state testing preparations in detail with Ms. Swan.

iv. CSI Update

Ms. Swan presented this item to the Board and provided an update on goal progress.

b. Financial Report

Ms. Yeselavage reviewed the school's financial statements with the Board. She reviewed the revenue and expense statements, and balance sheet with the Board, and advised of updated projections.

i. RFP Process for Large Expenditures

Ms. Yeselavage referred the Board to the document included in their materials for the meeting.

V. Consent Items

Mr. Taylor asked the Board Members whether there were any items from the Consent Items that they wanted moved to Action Items for discussion, or tabled. There being no changes noted, a motion was made and seconded as follows:

RESOLVED, the Consent Items:

- a. Approval of Minutes from the January 27, 2021 Special Board Meeting;
- b. Approval of Minutes from the February 17, 2021 Board Meeting;
- c. Approval of Minutes from the March 24, 2021 Special Board Meeting;
- d. Approval of Staffing Report;
- e. Approval of OBL Invoice(s) for February (# 91000007372) and March (# 91000007587); and
- f. Approval of CLA Intacct Agreement for Accounting Software; are hereby approved.

The motion passed unanimously.

VI. Action Items

a. Approval of Outreach Recruitment Target for the 2021-2022 School Year

Ms. Swan reviewed the outreach recruitment target for the 2021-2022 school year of 10,500 students and sought Board input in regard to the number. The Board held extensive discussion on staffing and professional development required to support this target. Following this discussion, Board members agreed the proposed number was a good target to set for the upcoming school year based on staffing and budget. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the outreach recruitment target for the 2021-2022 school year, as discussed, is hereby approved.

The motion passed unanimously.

VII. Information Items

a. Outreach Plan for the 2021-2022 School Year

Mr. Stuccio reviewed the school's proposed Outreach Plan for the 2021-2022 school year, as included in the Board materials. Mr. Stuccio discussed data points related to the school's outreach efforts in the 2020-2021 school year and highlighted specific achievements. He discussed the effects of COVID-19 on virtual schooling across the nation. Additionally, Mr. Stuccio highlighted current and projected enrollment numbers, as well as planned activities for student recruitment.

b. State Account Relations (STAR) Update

Ms. Johnson provided the Board with an update on recent legislative activities in the state, which may impact the school.

[Mr. Smith left the meeting at 9:46 a.m.]

Ms. Johnson additionally updated the Board on course customization prioritization efforts.

i. Policy Maker Outreach Project

Mr. Stuccio presented this item to the Board and provided an update on the letter writing campaign.

[Ms. Hennessey left the meeting at 9:49 a.m.]

c. Partner School Leadership Team (PSLT) Update

Ms. Brown presented to the Board on behalf of Online & Blended Learning's (OBL), Partner School Leadership Team.

i. School Operations Metrics

Ms. Brown presented this item to the Board. She reviewed the data included in the Board materials, highlighting the school's performance as compared with other OBL partnering schools of similar size and years in operation. Board members discussed the metrics data with Ms. Brown.

ii. Services Spotlight: PSLT- What We Do

Ms. Brown provided an overview of services delivered by the Partner School Leadership Team (PSLT) regarding school leader support, including school improvement planning, coaching, professional development, audit and accreditation assistance, and analyzing of school academic data to ensure student success.

d. Board Relations Update: Board Planning for the 2021-2022 School Year

Ms. Arthur discussed the planning for the 2021-2022 school year that OBL has been working on with the school.

i. Proposed Meeting Schedule

The Board confirmed their support of maintaining the current meeting schedule for the upcoming school year. Ms. Arthur reminded Board members that the consideration of the Board meeting schedule for the 2021-2022 school year will be included on the June Annual Meeting agenda.

ii. Board Composition

Ms. Arthur discussed with the Board the current composition, including board member terms that would be up at this year's Annual Meeting; Board members present discussed their intentions regarding renewal of terms.

iii. In-Person Meetings/ Dinner/ Retreat Options

Ms. Arthur presented this item to the Board. Board members discussed their interest in an in-person meeting, likely in the fall.

[Ms. Pearson left the meeting at 9:57 a.m.]

Ms. Arthur noted that she will bring potential dates before the Board for discussion at the May meeting.

[Ms. Swope left the meeting at 10:00 a.m.]

VIII. Strategic Planning

a. Approval of MOUs with Local Universities

i. Lycoming College

Ms. Ritchie presented this item to the Board. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the MOU with Lycoming College, as presented, is hereby approved.

The motion passed unanimously.

ii. Temple University

Ms. Ritchie presented this item to the Board. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the MOU with Temple University, as presented, is hereby approved.

The motion passed unanimously.

b. Approval of Agreements for Career Partnerships

i. KML Carpenters Apprenticeship and Training Fund

Mr. Smith provided a detailed overview of the program under this proposed Agreement, highlighting the benefits of this partnership for students. The Board discussed potential insurance implications as part of this program. There being no further discussion, a motion was made and seconded as follows:

RESOLVED, that the KML Carpenters Apprenticeship and Training Fund, as presented, is hereby approved.

The motion passed unanimously.

c. Approval of Mobile Lab Proposal

Mr. Gribbin discussed the proposal including associated cost, as included in the Board meeting materials. The Board discussed vehicle options to meet the needs of this program and requested further information on the program to be considered at a future meeting.

This item was tabled.

IX. EXECUTIVE SESSION- Pursuant to 65 Pa. C.S. §§ 708(a)(1) – to discuss any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee

The Board entered into an Executive Session at 10:25 a.m. upon a motion being made, seconded and confirmed via roll call vote of all Board members present. The Board cited the following for entering into the Executive Session: Pursuant to 65 Pa. C.S. §§ 708(a)(1) – to discuss any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee. Board members present were: David Taylor, Paul Donecker, Gail Hawkins Bush, Dave Biondo, Alex Schuh and Joe Harford. Guests present at the request of the Board were: Jane Swan and Pat Hennessey. All others left the meeting at this time.

The Board discussed personnel matters.

There being no further discussion and upon a motion being made, seconded and confirmed via roll call vote of all Board members present, the Board resumed Open Session at 11:00 a.m. No action was taken during Executive Session.

X. Adjournment and Confirmation of Next Meeting – Wednesday, May 19, 2021 at 9:00 a.m.

Mr. Taylor inquired if there was any other business or discussion. There being no further business or discussion, a motion was made and seconded as follows:

RESOLVED, that the next meeting date is May 19, 2021 at 9:00 a.m., to be held at the school location and/or via teleconference, based on state recommendations regarding public health and safety, is hereby approved; and

FURTHER RESOLVED, that the Board being at the end of its agenda, the meeting was adjourned at 11:01 a.m., is hereby approved.

The motions passed unanimously.